

**KENTUCKY BOARD OF LICENSURE FOR MASSAGE THERAPY  
REGULAR MEETING  
MINUTES**

**September 25, 2007**

A meeting of the Kentucky Board of Licensure for Massage Therapy was held at the Division of Occupations and Professions, Frankfort, KY on September 25, 2007.

**MEMBERS PRESENT**

Roger D. Russell, Chair  
Carmen S. Fowler  
Denise M. Logsdon  
Sharon Wood  
Lisa Bozarth

**OCCUPATIONS AND PROFESSIONS STAFF**

Claude Wagner, Division Director  
Jeff Boler, Board Administrator  
Wendy Satterly, Administrative Supervisor

**MEMBERS ABSENT**

Theresa M. Crisler  
Kimberly Stacy-Skaggs

**OTHERS**

Cheryl Lalonde, Assistant Attorney General  
Debbie Joplin, State AMTA  
Marilyn Gossett, Sun Touch Massage School  
Pam Jenkins, AMTA  
Alicia Kleid, KY AMTA

**Call to Order**

Roger Russell, Board Chairman, called the meeting to order at 9:50 AM.

**Approval of Minutes**

Minutes of the July 24, 2007 meeting were presented for the Board's review. Ms. Wood made a motion to approve the minutes as presented. The motion, seconded by Ms. Logsdon, carried unanimously.

**Financial Statement**

The Board reviewed the financial statement for the month ending July 31, 2007, which indicated a cash balance of \$200,481.79. Also reviewed was the financial statement for the month ending August 31, 2006 which indicated a cash balance of \$216,372.60. Ms. Bozarth made a motion to approve the statements as presented. The motion, seconded by Ms. Logsdon, carried unanimously.

**Licensure Status Report**

The Board reviewed the licensure status report for the month of August which indicated 1771 active licensees. Mr. Boler informed the board that there were 311 individuals whose licenses have expired, but have not been terminated. Ms. Fowler made a motion to have the board administrator terminate the expired licenses, and send notification to the individual license holders. The motion, seconded by Ms. Wood, carried.

Ms. Logsdon made a motion to initiate a monthly procedure in which the board administrator would present a report to the board of expired licensees, and to send out termination letters after the sixty day grace period. The motion, seconded by Ms. Wood, carried.

**Director's Report**

Mr. Wagner introduced Mr. Jeff Boler as the new Board Administrator.

Mr. Wagner discussed changes to the financial statements, which should give board members a better understanding of monthly finances.

**Chairperson's Report**

Mr. Russell discussed the Board's decision to send Ms. Bozarth to the Federation of State Massage Therapy Boards (FSMTB) annual conference. It was reported that the expenses would go over the amount previously approved by the Board. Ms. Wood made a motion to compensate Ms. Bozarth for all costs. The motion, seconded by Ms. Fowler, carried unanimously.

**Complaint Review Committee**

(05-06) Pending

(05-07) Pending

(06-03) Committee recommendation is to send a letter to the owner of the salon, stating she is potential violation of the massage therapy practice act by hiring an un-licensed employee. The letter should also demand the removal of the un-licensed individuals name from any and all advertisements, and request photo evidence that this action has taken place.

(06-04) Committee recommendation is to send a "Cease and Desist" letter to the owner of this operation, to be served via process server.

(06-09) Committee recommendation is to dismiss without prejudice.

(06-10) Committee recommendation is to close the complaint.

(07-01) Committee recommendation is to close the complaint.

(07-02) Investigation Pending.

(07-03) Committee recommendation is to open an investigation.

(07-04) Committee recommendation is to send a letter to the owner of the salon, stating the possible violation of the massage therapy practice act by hiring an un-licensed individual. Letter should also demand the removal of the word "massage" from the any and all advertisements, and request photo evidence that this action has taken place.

(07-05) Pending

(07-06) Pending

(07-07) Committee recommendation is to open an investigation.

Ms. Fowler made a motion to approve the complaint committee report as presented. The motion, seconded by Ms. Wood, carried unanimously.

### **Education Committee Report**

The Education Committee recommended the approval of “Professional Ethics for the Massage Therapist and Body worker” offered by Advanced Massage Therapeutics as a home study course for 6.0 hours.

The Education Committee recommended the approval of “Sequencing: Art of Finding the Key, the Place in the Body to Start” offered by the Louisville School of Massage for 16.0 hours.

The Education Committee recommended the approval of “Cranial Suture: Take your Cranial Work to the Next Level” offered by the Louisville of School of Massage” for 16.0 hours.

Ms. Logsdon made a motion to approve the committee report as presented. The motion, seconded by Ms. Wood, carried unanimously.

### **Applications Committee Report**

The applications committee recommended the approval of an application for an individual (MM) who has admitted to practicing five (5) years without a license, pending the payment of a five hundred dollars (\$500) fine, and signature of an agreed order.

The applications committee recommended the approval twenty-two (22) applications for licensure.

Ms. Logsdon made a motion to approve the committee reports as presented. The motion, seconded by Ms. Wood, carried unanimously.

### **Old Business**

The Board discussed the problems created by the closure of the Cincinnati School of Medical Massage, which was sent a “cease and desist” letter on July 31, 2006 by the Kentucky State Board of Proprietary Education for failing to renew their Kentucky license. This placed several students in jeopardy of not being eligible for a Kentucky massage therapy license, due to the fact that the school was no longer in good standing with the Board. Ms. Wood made a motion to approve the transcripts for the remainder of the students from the Burlington, Kentucky location. The motion, seconded by Ms. Logsdon, carried unanimously.

### **New Business**

The Board Administrator recommended that the Board consider receiving test scores electronically from the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB). This would speed up the licensure process, and eliminate the need for licensees to pay the testing company to have their scores forwarded to the Board office. Ms. Logsdon made a motion to approve the use of electronic scores. The motion, seconded by Ms. Bozarth, carried unanimously.

The Board discussed an effort from various state boards to create a National Disciplinary Database. No action was taken, nor required.

The Board Administrator recommended that the Board consider posting all approved programs of instruction to the Board website. Ms. Logsdon made a motion to send letters to all approved schools, asking for the correct contact information to be posted on the Board website. The motion, seconded by Ms. Bozarth, carried.

The Board Administrator discussed the functionality of the Division's digital imaging system, and recommended that the Board consider reviewing license applications for completeness electronically. Ms. Logsdon made a motion to approve the recommendation. The motion, seconded by Ms. Fowler, carried unanimously.

Mr. Russell notified the Board that this would be his last meeting as a Board member, and recommended that they hold their annual elections.

Ms. Bozarth nominated Carmen Fowler as the Board Chair. The motion, seconded by Ms. Wood, carried. Having no further nominations, Ms. Fowler was elected Board Chair by acclamation.

Ms. Fowler nominated Ms. Bozarth as the Board Vice-Chair. The motion, seconded by Ms. Wood, carried. Having no further nominations, Ms. Bozarth was elected Board Vice-Chair by acclamation.

Ms. Bozarth nominated Ms. Wood as Board Secretary. The motion, seconded by Ms. Logsdon, carried unanimously. Having no further nominations, Ms. Wood was elected Board Secretary by acclamation.

Ms. Logsdon made a motion to cancel the November meeting. The motion, seconded by Ms. Bozarth, carried.

#### **Travel and Per-Diem**

Ms. Fowler made a motion to approve the Travel and Per-Diem, as well as the cost of lunch for today's meeting. The motion, seconded by Ms. Wood, carried.

Ms. Logsdon made a motion to adjourn the meeting. The motion, seconded by Ms. Bozarth, carried.

The meeting adjourned at 11:30 AM. The next scheduled meeting of the Kentucky Board of Licensure for Massage Therapy is scheduled for October 23, 2007 at 9:30 AM.

Approved by the Board,



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Carmen S. Fowler, Board Chair